

SUMMARY OF REVISIONS TO ADULT CARE HOME ADMINISTRATOR REGULATIONS

The Kansas Administrative Rules and Regulations for Kansas Adult Care Home Administrators were revised and became effective January 17, 2003. **Changes affect candidates for licensure applying ON OR AFTER January 17, 2003. Some changes also affect those licensees who will be RENEWING JUNE 30, 2003.**

Below is a brief summary of the changes. The full text of the revised regulations is located at this website at the link titled "Regulations Administered by HOC."

PRACTICUM REQUIREMENTS K.A.R. 28-38-19

The 480-hour practicum training is provided in either, or a combination of, a Kansas-licensed adult care home or long-term care unit of a Kansas-licensed hospital excluding assisted-living and residential health care facilities.

A maximum of 20 hours may be approved by the board toward the 480-hour practicum requirement for completion of an adult care home operator course.

Up to 40 hours for each year of work experience, with a maximum of 240 hours, may be approved by the board toward the 480-hour practicum requirement if the experience meets either of the following requirements: 1)The experience was obtained as an administrator of a Kansas-licensed hospital who also served as the administrator of the hospital's long-term care unit. 2)The experience was obtained as an adult care home administrator while licensed in another state.

EDUCATION K.A.R. 28-38-19

Each trainee shall be enrolled in a practicum program that terminates with a baccalaureate degree or postbaccalaureate degree; or hold a baccalaureate or higher degree from an accredited college or university.

APPLICATION FOR LICENSURE K.A.R. 28-38-20

Each candidate shall submit, on board-approved forms, one letter of reference from a licensed adult care home administrator, in state or out of state, and one letter of reference from another person not related to the candidate as defined under "nepotism" in K.A.R. 28-38-29(h).

If a candidate has been subject to disciplinary action or has been convicted of a felony, misdemeanor, or DUI, the candidate shall have the burden of proving that the candidate has been rehabilitated and warrants the public trust.

CONTINUING EDUCATION FOR LICENSE RENEWAL K.A.R. 28-38-23

This change will affect those applying for renewal June 30, 2003.

A total of 50 clock-hours of board-approved continuing education with a minimum of 30 clock-hours in administration, a minimum of 10 clock-hours in resident care and a maximum of 10 clock-hours in electives is required for renewal.

Five hours of continuing education credit in electives shall be approved for attendance, if verified by the sponsor, at state or national annual conventions that pertain to long-term care, in addition to continuing education credit approved for individual sessions at such state or national annual conventions, up to a maximum of 10 hours per two-year licensure period.

Each preceptor shall be awarded 15 clock-hours per trainee, with 7.5 hours in resident care and 7.5 hours applied toward administration.

PRECEPTOR QUALIFICATIONS K.A.R. 28-38-29

“Preceptor” means a person who meets the following qualifications: Holds a current license in Kansas as an adult care home administrator that is not under suspension; and has had either three years of full-time experience or a total of 5,000 hours of experience, within the preceding five years, as a licensed adult care home administrator of a nursing facility, a nursing facility for mental health, or an intermediate care facility for the mentally retarded. This experience shall have consisted of direct responsibility for, or active assistance and advising on, the general administration of the facility, including responsibility for planning, organizing, directing, and controlling the operation of the facility.